



# Office of the City Clerk

Weekly Report – for Week Ending April 18, 2014

## OFFICE OF THE CITY CLERK – PROJECTS and STATUS

**Neighborhood Council Elections** – Candidate Filing and Elections continue:

Region	Qty Filed to Date	Certified	Pending	Withdrew (W) / Disqualified (D)	Starts	Ends	Election Day
Region 1	251	233	0	17W/1D	Dec 23	Jan 22	Mar 8
Region 2	126	111	0	12W/3D	Dec 16	Jan 15	Mar 1
Region 3	210	183	0	18W/9D	Dec 31	Jan 30	Mar 16
Region 4	178	154	0	24W/0D	Jan 4	Feb 3	Mar 20
Region 5	202	184	0	11W/7D	Jan 14	Feb 13	Mar 30
Region 6	195	166	0	8W/21D	Jan 18	Feb 18	Apr 3
Region 7	208	178	0	15W/15D	Jan 27	Feb 26	Apr 12
Region 8	210	190	0	7W/13D	Feb 10	Mar 19	Apr 26
Region 9	72	69	0	3W/0D	Feb 17	Mar 19	May 3
Region 10	120	102	0	12W/6D	Feb 24	Mar 26	May 10
Region 11	227	214	0	8W/5D	Mar 4	Apr 3	May 18
Region 12	32	30	0	2W/0D	Feb 17	Mar 24	May 6

### TOP ISSUES

- **Neighborhood Council Elections continue.**
- **Initiative Petition submitted.**
- **Los Angeles Votes Committee Meeting on April 17**

**City Elections** – Proponents for a City health commission initiative petition filed their petition on April 14, purportedly containing 103,083 signatures. Staff began the initial check to determine if the total number of signatures exceeds the required 61,486. Signature verification will follow.

**City Elections** – The quarterly Los Angeles Votes Committee (LAVC) meeting was held on April 17. Items for discussion included the LAUSD, Board District 1 Special Election, and revisions to the City's Election Code, the status of the initiative petition, the Election Reform Commission, LAVC ad hoc groups, and Neighborhood Council elections.

**City Council Voting System Demo** – A demonstration was provided by Novus of their voting system options and tools as a potential replacement for the City Council Voting system was held.

**Disaster Recovery/Business Resumption Test** – The semi-annual test of recovering the City Clerk department servers and applications was completed on Saturday on April 12<sup>th</sup>. The tests included systems and applications resumption if City Hall is vacated or not accessible, and also if the Piper Technical building is vacated or not accessible.

**City Records Center “Preserving the City's History”** – Archival video from the Mayor Tom Bradley administration was provided in converted digital format to the City Records Center by a company that used the videos for a documentary. Two complete sets of the digital files will be kept in the City Archives vault. Data storage drives for this effort are on order.

**City Records Center** - Photo images of the LAPD Academy as part of a proposal for the new art space at the expanded training center were researched. Contact has been made with the LAPD Video Unit to try and locate other sources of training specific images.



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**City Records Center** – An article was published in “The Atlantic Cities” regarding a photo exhibit and research conducted by LAPD reserve officer Merrick Morton at the City Records Center in 2001. A film crew creating a documentary filmed at the CRC in February. Both the article and photo exhibit websites can be found here:

<http://www.theatlanticcities.com/arts-and-lifestyle/2014/04/look-through-lapds-stunning-photo-archives/8885/>

<http://fototeka.com/lapd/index.html>

**Administrative Services** – Staff completed an analysis of the Mayor’s Proposed Budget and submitted a response to the Budget and Finance Committee, completed the Other Sources of Funds Worksheet for City Clerk and Mayor, and addressed 2 CPRA requests.

**AB 1290/Council** – Staff drafted three contracts and one amendment to recipients of AB 1290 funds, and completed the Other Sources of Funding Worksheet for City Council.

**General City Purposes (GCP)** – Staff reviewed 28 GCP allocation requests, processed 16 payment requests, drafted two supplemental agreements and completed the Other Sources of Funding Worksheet for GCP.

**Personnel** - Staff coordinated and attended training entitled, Mental Health Works: Complex Issues and Clear Solutions Workshop for Managers. This training was funded by Prop 63 Mental Health Act dollars and attended by City Clerk and Personnel Department managers

**Neighborhood and Business Improvement Districts** – Review of Management District Plans and Engineer’s Reports continued for the renewal of various BIDs. Reviews continue of the Annual Planning Reports submitted by the required business improvement districts for consistency with their Management District Plans and State law.

The billing unit is working with the Systems Division to upload data to invoice the Los Feliz and Wilshire Center Merchant-based business improvement districts.

Staff worked with a USC graduate student to answer questions relative to her thesis project on the establishment of business improvement districts.

**Konica Minolta Photocopy Machine Replacement** - Administrative Services Division and Systems Division have begun the planning and replacement of the departments photocopy machines. The process includes the setup and integration of our department scanning operations with the Council File Management System with the new machines.

## ISSUES

**Council and Committee Meeting Webcasting** - problems with video webcast servers not starting automatically in Council Chambers remain stable. We will continue to monitor.

## UPCOMING . . . .

**CompStat** – The CompStat meetings for the Neighborhood and Business Improvement Districts Division and the Systems Division will be held on April 24<sup>th</sup>.